



**Application Guide**

*Note that only Missouri schools served by AmerenUE are eligible.*

Applications may be completed on paper and mailed or completed electronically and emailed to the Project Manager:

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MSGs Project Manager  
4030 Chouteau Ave. 6<sup>th</sup> Floor  
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***Due Dates:***

*Cycle 1*  
*Cycle 2*  
*Cycle 3*

**Postmark Deadline**

*Friday, April 16, 2004*  
*Friday, October 29, 2004*  
*Monday, October 31, 2005*

**School District Information** (*Answers to questions 1-4 are prerequisites*)

1. Name of School District or Institution:  
Address:  
City:  
Zip Code:  
County:  
Number of students in district:  
Population density (urban, suburban, rural):  
Percent of students eligible for Free Lunch Program:
2. Name of school that will participate:  
Address:  
Zip Code:  
Principal Name:  
Grades served:  
Number of students in school:  
Percent of students eligible for Free Lunch Program:  
School telephone number:

3. Name of school district's designated Solar Program Coordinator:  
Official title:  
Telephone number:  
Email:
4. Submit a copy of one electric bill to show that AmerenUE is the school's electric utility.

#### **Education (10%)**

5. Proposed grade, subject, and teacher for energy education and rationale for each choice:

#### **School Site Suitability for Hardware (20% including site visit evaluation)**

6. Where will the photovoltaic array be located and how visible will it be from the ground and surrounding area? Provide a photo of the proposed location. Provide a basic sketch of the location with buildings, driveways, trees, etc. shown. Indicate north on the sketch. Note that suitable locations for mounting photovoltaics will have full southern exposure without shading obstructions, good exposure to highly public areas, and proximity to appropriate points for electrical connection, such as electrical breaker panels.

The default configuration for the photovoltaic array will be pole-mounted. However, it is possible for a school to specify a roof or awning mounted type of system, but the school must have verification that the roof or wall will sustain the weight and wind forces of the array. Additionally, a roof mounted system must also be visible from the ground. Note that the typical pole-mounted system will have a footprint of approximately 13'x10' and the solar array will have a surface area of approximately 100 square feet.

#### **Action Plan Details (50%)**

7. Describe in 1000 words or less (answers to other application questions do not count in the 1000 limit) your action plan for successful implementation of Missouri Schools Going Solar into the physical and educational components of your school. **(Refer to “Action Plan” in the preceding guidelines for details of project aspects to address).**

#### **Match Requirement (10%)**

8. Identify a specific source for the required \$2,500 cash match.
9. There may be applicants that can meet all of the requirements of this program but do not have enough funds for cash match. Would your school district consider a larger match than \$2,500 in order to financially assist another school that does not have the financial resources but otherwise meets the requirements of this program? If so, how much

additional match do you think you could provide? If you could provide some additional match funds for this purpose, would your school have interest in forming a "solar buddy" relationship with such a school? If so, how would that best be accomplished?

If your school district can meet of the requirements of this program but does not have the funds for the cash match, would you consider accepting match funding from another school district and becoming a "solar buddy" school? How do you think this would best be accomplished?

**Letter of Support (10%)**

10. Submit a letter of support with signatures from the school principal, the district superintendent, the facility manager and the school board president.